



Approved (4/27/17)

**Special SerVermont Commission Meeting**

1:00 p.m. - 2:00 p.m.

Via GoToMeeting

17 January 2017

**Members in Attendance:** Betsy Ward, Christy Gallese, Shelley Park, Susan Cheesman, Doug Kievit-Kylar

**Staff in Attendance:** Philip Kolling, Sharon Hearne

*The agenda for the meeting is discussing a slate of applications to be submitted to CNCS, and the outcome of the meeting is an approved slate of applications to be submitted to CNCS. Phil and Sharon have been working closely with applicants to amend their applications and "final" submissions were made last Friday.*

***NOTE & REMINDER:** The ECO and VHCB applications are in continuation status. VYDC is a recompetete, and the remainder of the applications are "new" for the purposes of the competition.*

*This special meeting does not replace our regular first meeting of the year, but that meeting will likely be pushed from January to sometime TBD in February given the move of SerVermont from Montpelier to Waterbury.*

*Given the timeline, Sharon will likely submit the grants shortly after the meeting concludes as they are due 18 January 2017.*

**1:00 pm            Introductions**

Those able to attend via either phone or the Internet introduced themselves.

**1:05 pm            Grant Application Discussion**

Phil (ED) noted that the meeting lacked a quorum and thus might need to resort to an emergency action (permitted in the by-laws). Phil and Sharon provided clarification on the application update process to date; having had discussions with each of the applicants and offering feedback regarding changes/updates that needed to be made before resubmittal. All applications were updated and resubmitted by the deadline...and Phil and Sharon both confirmed that ALL the applications were solid enough to be considered for submittal to CNCS for their consideration for competitive funding. Additionally, the applications now reflected those changes suggested by Commissioners earlier at the grant presentations meeting in Waterbury.

Susan asked if the applications were to be ranked before submittal to CNCS (should it be decided that all applications be submitted). Phil explained that states were to rank either the top 5 OR all the applications on "relative quality". Ranking was discussed and the following order was agreed upon:

1. ECO
2. VHCB
3. VYDC
4. ReSource
5. LEAP
6. CEDO
7. VHEC
8. VYCC

For Phil and Sharon to act without a quorum of Commissioners in attendance, it was decided that, with a majority of the Executive Committee Commissioners present, Executive Action could be taken that would be discussed and (hopefully) ratified by a majority of

Commissioners at the upcoming Committee Meeting in February. Given opportunity to express her/his preference, everyone present recommended forwarding ALL eight updated grant applications to CNCS for their consideration.

**1:45 pm          Adjournment**

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "DK-Kylar", with a stylized flourish extending to the right.

Doug Kievit-Kylar  
Secretary